

**Downtown Parking Commission**  
**Minutes**  
**May 24, 2006**

**Present**

Lita Verts, Vice Chair  
Joan Wessell  
John Howe  
Josh Kvidt

**Staff**

Joe Whinnery, Public Works  
Jim Mitchell, Public Works  
Jerry Smith, Public Works  
Sgt. Joel Goodwin, Police Department

**Absent**

Jeff Katz, Chair  
Rob Gándara, City Council  
Andrew Ross  
Richard Mehlhaf  
Stan Nudelman  
Mike Blair

**Visitors**

Ann Schirado, Executive Director, Benton  
County Historical Society  
Richard Bryant, Principal Architect, Alta Vista  
Design  
Marlene Boegel, All State Insurance

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Approve April 26, 2006 Minutes		X	
II. Commission Reports	X		
III. Old Business <ul style="list-style-type: none"><li>Benton County Historical Museum Parking Change Request on Adams</li><li>Parking Changes on 6th &amp; Adams</li></ul>		X X	
IV. New Business <ul style="list-style-type: none"><li>Parking Meter Functionality</li></ul>	X		
V. Visitors Comments		X	
VI. Other Business/Actions/Information Sharing	X		

**I. Call Meeting to Order/Approve April 26, 2006 Minutes**

The meeting was called to order by Vice-Chair Verts.

There was no quorum. Therefore, approval of the minutes was tabled until the June meeting.

**II. Commission Reports**

**• Chair Reports/Updates**

Chair Katz was not present.

- **BPAC - Andy Ross**

Commissioner Ross was not present.

- **CACOT - Lita Verts**

Vice-Chair Verts reported April's ridership exceeded April, 2005 ridership by approximately 500 rides. On-time performance for April, 2006 was 95%. The Youth Summer Pass Program begins in June.

- **City Council - Rob Gándara**

Councilor Gándara was not present.

### **III. Old Business**

- **Benton County Historical Museum Parking Change Request on Adams**

Mr. Bryant said the museum board met May 18 and voted to recommend to the Commission some changes to current parking configurations near the museum. Currently there is parallel parking on the north side of Adams Avenue and diagonal parking on the south side of Adams. There are 11 parking spaces on Adams between First and Second Streets. The recommended changes would increase parking on Adams from the current 11 spaces to 22 spaces. Included in this figure are two dedicated bus spaces. The parking design is modeled after the Riverfront streetscape.

Commissioner Howe asked how tour buses would negotiate the narrow streets without accessing the alleys. Mr. Bryant said the buses would remain at the museum for the duration of the patrons' visit. Buses would come straight into their parking spaces from Adams Avenue and would leave by turning on to First Street.

Commissioner Kvidt asked why there is diagonal parking on some streets and parallel parking on others. Mr. Mitchell said the traffic engineer indicated this is what is needed to accommodate travel widths. Mr. Bryant said some of the striping may be left over from earlier traffic designs which accommodated large vehicles needed for lumber yards and other industrial businesses. Mr. Mitchell said streets in this area were examined during the Riverfront remodel. Commissioner Howe wondered if the narrow streets would be able to accommodate larger vehicles. Vice-Chair Verts asked if a vehicle length limit would be enforceable. Mr. Mitchell said if parking spaces had enclosed striping, it may be enforceable.

Mr. Bryant said the plans are still in the working phase and open to alterations. For instance, the sidewalk on the north side of Adams between Second and First Streets is wider than normal. As much as two feet of sidewalk width could be used as part of a conversion to parking spaces.

Mr. Bryant was asked if the current parking designs will be adequate to accommodate anticipated vehicle needs. He said most events which would draw a large number of visitors would occur at night when more parking on adjacent streets would be available. Commissioner

Howe agreed that there is sufficient nearby street parking. Mr. Mitchell said the Commission should consider approving the museum parking concept instead of the entire plan itself. In lieu of a quorum, Commissioner Wessell asked Mr. Bryant to relay comments made at this meeting to the museum board members. Mr. Bryant said any street improvements or alterations would be done after the building is completely constructed.

- **Parking Changes on 6th & Adams**

Mr. Whinnery said the staff report outlines a recommendation to add parking controls to all four spaces. Previously, only one space was metered which led to confusion about the other three spaces. Mr. Whinnery spoke with Bill Mercer, owner of Edward Jones, who was not happy with the decision to implement meters. He would prefer signs only. Mr. Whinnery conveyed the idea to Mr. Mercer that meters would be more effective than signage because they are easier to enforce. Staff agreed to look at the north side of Adams in that block to see if meters should be implemented.

#### **IV. New Business**

- **Parking Meter Functionality**

Jerry Smith, Public Works supervisor in charge of parking meter maintenance, informed the Commission that there are 735 devices (meters or pay stations) to control parking throughout the City. The goal of Public Works is to resolve a parking meter malfunction within two working days of notification of the malfunction. In April, 2006, the average repair time on meters was 1.54 working days. Technicians who work on meters also work on the City's fiber optics, telephones, traffic signals and radios. Traffic Enforcement personnel carry an up-to-date list of malfunctioning meters.

Mr. Smith was asked about the responsibility of a motorist who parks in a space that has a malfunctioning meter. The motorist is responsible for leaving some sort of message on the meter or notifying City personnel of the meter. The motorist is entitled to park in the space for the allotted maximum time but no longer, i.e. the motorist can park for two hours in a two-hour space without receiving a ticket. There is a City employee assigned to preventive maintenance on meters at least once per week. Mr. Smith said there is a pre-pay option on approximately 60% of meters. Individual meters do not state whether the pre-pay option is available.

#### **V. Visitors Comments**

Marlene Boegel of All State Insurance, located at 559 NW Van Buren, appeared at the meeting to represent her company and REI Computers. She requested two spaces on Van Buren be changed to 30-minute spaces to better accommodate customer parking. There is no off-street parking nearby. Vice-Chair Verts requested a staff report and said this would be an agenda item for June's Commission meeting.

#### **VI. Other Business/Actions/Information Sharing**

- Staff distributed a copy of DPC minutes from November 16, 2005 and City Council minutes

from December 5, 2005, which cover discussion of the Benton County Historical Society proposal to partner with the City to build an underground parking structure.

- Mr. Mitchell said the Commission should consider parking meter rates as a future agenda item.

**Next meetings:** June 28, 2006, at Madison Avenue Meeting Room, 5:00 p.m.

July 26, 2006, at Madison Avenue Meeting Room, 5:00 p.m.